

**Delaware Department of Transportation**  
**QUESTIONS AND ANSWERS**  
**Support Services**  
**Agreement 1930\* et al.**  
**Friday, March 15, 2019**

<b>Q #</b>	<b>Question</b>	<b>Answer</b>
23	5B. is the 4-page limitation inclusive of all categories (re 4 pages total for A-F), or is it that 4 pages are allowed for each individual category (re 4 pages for Category A, 4 pages for Category b, etc. for a total allowed of 24 pages for A-F overall?	You may provide up to 4 pages for each individual category your firm is bidding on.
22	Page 6, Section 5B.5.ii – Does this item limit the number of resumes we can include per category to 1? In other words, if we are submitting for consideration on all six categories, A-F, are we only allowed to show one resume for each category, equaling 6 total resumes?	See answer to Q.7
21	Page 6, Section 5B – Are items 1-3 allowed to be included on a separate single page? Or do those items need to fit within the 4 pages for our responses per category?	See answer to Q.2

**Thursday, March 14, 2019**

20	What is the approximate dollar amount for this agreement?	There is no set dollar amount for this agreement. It is an on-call as-needed solicitation.
19	RFP Pg. 6 Part 5B.3. “List any employees that may work on this agreement who were formerly employed by DelDOT within the previous two years”. Does this mean that any former DelDOT employee within the past 2 years cannot work on this agreement?	The RFP has been amended; Part 5. B. 3. was deleted.
18	Do we have permission to use your logo throughout our submission? Example: cover and org chart.	Yes.
17	Please specify the liquidated damages analysis services. Will the analysis be performed during design, assistance during construction or possibly both?	Developing more robust liquidated damage (LD) guidance to determine LD’s for specific projects as well as updates to the standard specifications. We do not anticipate assistance during construction.
16	If submittals are made for multiple categories, should the category submittals be grouped together or submitted separately?	Submittals may be grouped together or submitted separately as long as the information is organized and clearly stated.
15	If submittals are made for multiple categories, will each category be ranked independently?	See answer to Q.6

**Wednesday, March 13, 2019**

14	Can the SF330 Organization Chart be printed on 11”x17” paper?	Yes.
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**Tuesday, March 12, 2019**

Q #	Question	Answer
13	SF330/Part I/Section E – is there a limit to the number of resumes that can be submitted?	See answer to Q.7
12	SF330/Part I/Section H – is the DelDOT current workload table to be included within the four (4) pages of the Section H, or can it be considered an additional page?	There is no page limit to Section H. The four page limit applies only to the Rating Support Criteria Information (section 5.B.4.) which is a part of SF330 H.30.
11	Part D of the SF330 is an Organizational Chart. Do we submit an Organizational Chart for each Category or one that includes all Categories and we wish to be considered for?	Submit a separate Organizational Chart for each category.
10	The RFP allows for eight (8) SF330 Part F projects. Is that 8 total projects no matter how many categories a consultant submits on?	See answer to Q.3
9	If you do not submit for a category can you still work on a category that you did not submit on?	See answer to Q.8
8	If you go as the prime can you also submit as a subconsultant in another category with another team?	Yes.
7	How many SF330 Part E resumes can each consultant submit? Are the resumes per category or for the entire project write up?	There is no limit for Part E, Resumes. Resumes should be submitted separately for each category.
6	How will the proposals be scored? Will they be scored with all categories cumulatively? Or will each category be scored separately?	The proposals will be ranked based on a consensus of the selection committee. The committee will determine which firms are selected to perform the services requested in each category.
5	Will there be a different selection committee for each category?	No.
4	How will the consultant be evaluated if they do not submit in all six categories? Will consultants be scored lower if they do not offer all six?	Firms will be considered based on their qualifications in each category. Firm's will only be considered for the categories they identify per section 5.B.5). Firm's will not be scored lower if they do not propose in all six categories.
3	With reference to Page 6, Item 5.A.1), are we to provide eight projects for each category? Or is it eight projects for all categories we are pursuing combined?	You may provide up to eight projects for each category.
2	With reference to Page 6, Item 5.B, are items 1), 2), 3), 5) a part of the four page limit? Or can we submit these items on a separate page?	No. The Rating Criteria Support Information Section is limited to four pages. Items 5.B.1), 2), 3) and 5) are not included in the four page limit.
1	With reference to Page 6, Item 5.B.4), are we to provide four page writeups for each category? Or is it four pages for all categories we are pursuing combined?	This section is limited to four pages for each category.